

HI TECH  EXPRESSIONS™

# AwardWare™

Design & Print Awards, Certificates,  
Ribbons, Tickets, Coupons,  
Checks & More!





HI TECH  EXPRESSIONS™

# AwardWare™

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To be eligible for customer support on this product, include a copy of your original sales receipt and return it with this form to:  
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NAME \_\_\_\_\_ AGE \_\_\_\_\_

STREET \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

OCCUPATION \_\_\_\_\_

PLACE PURCHASED \_\_\_\_\_ DATE OF PURCHASE \_\_\_\_\_

COMPUTER BRAND AND MODEL \_\_\_\_\_

PRINTER BRAND AND MODEL \_\_\_\_\_ INTERFACE \_\_\_\_\_

(Don't forget to fill out the back side of this form too!)



Where did you first hear about AwardWare?

☐ Store

☐ Magazine

☐ Newspaper

☐ Ad

☐ Article

☐ Other

Please specify: \_\_\_\_\_

Do you have any recommendations for improvement of this product? \_\_\_\_\_

Do you own any other Hi Tech Expressions products? \_\_\_\_\_

Which ones? \_\_\_\_\_

Are there any other types of programs not presently on the market you would like to buy? Please explain: \_\_\_\_\_

Additional comments: \_\_\_\_\_

All our customers are very valuable to us. By answering these questions, you've helped us to serve you better in the future.  
Thanks!

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Welcome to AwardWare! With AwardWare you can express creativity in a multitude of ways by mixing and matching your own text with a selection of border designs, fonts (type styles), graphics, and seal designs. You can also design and print awards, licenses, tickets, coupons, checks, prize ribbons, letterheads, memos, rewards, signs, paper trophies, and more. For effective use of AwardWare, please use this manual along with the program. Before you start the program, we suggest you make a back-up copy of your AwardWare disk.

A Reference insert for your specific computer is included with this manual. Please look over the Reference insert before you start creating those special awards for information on computer equipment, on printer setup, on booting your system, and on the use of important keyboard keys.





To acquaint you with the program we will take you step-by-step through each feature of AwardWare. You will create the following award, along with our help.



The AwardWare Main Menu is the first menu that appears. The Main Menu is your path to creating and printing awards.

1. *Printer Setup* is highlighted as you enter the Main Menu. Press the Return key to select *Printer Setup*. As you enter the *Printer Setup* menu, use the Reference insert to guide you. Testing the *Printer Setup* is explained in the "Problem Solving" section of this manual (page 27).

This step is essential for the successful printing of awards and **MUST BE DONE THE FIRST TIME YOU USE THE PROGRAM**. Repeat this step **ONLY** if you change printers.

2. For now, cursor down past *Create a Quick Award to Create Awards and More* and press Return.
3. On this screen you choose to edit or create an award. For now, cursor down past "Edit Last Template/Award" to "Award/License" and press Return. You will be asked to enter a template number. Templates illustrate the location of the features that make up your award. All template designs are assigned a template number, starting on page 8 of this manual.

**Apple/Atari/Commodore:** Use the up and down cursor keys to choose template number "1" and press Return.

**IBM:** Type 1 and press Return.

*Example Award (continued)*

The following screen will appear:



4. On this next screen you will be able to choose features that make up your award (border, graphic, text, signature, and seal). The following is a brief description of each section of this screen:

**Area A:** This is where you choose features contained in the template chosen (border, graphic, text, signature, and seal). To access each feature use the up and down cursor movement keys (see the Reference insert).

**Area B:** This is the template design. Notice the highlighted boxes as you cursor up and down. They work together with the highlighted features in Area A.

**Area C:** This area displays a list of choices for the feature selected in Area A. To access these choices, use the up and down cursor keys.

**Area D:** Use the right and left cursor keys to move between Area A and Area D. Once in Area D, use the up and down cursor keys to make your choice.

5. Highlight "Border" in Area A and press Return. A selection of borders will appear in Area C (borders are shown on page 22 of this manual). Cursor down until you see the word "Star" and press Return. The Star border has now been saved.
6. You will automatically return to Area A. Press the down cursor key to highlight "Graphic" and press Return. A list of graphics will appear in Area C (graphics can be seen on page 24 of this manual). Cursor down to the word "Computer" and press Return. The Computer graphic has now been saved.
7. You are now back in Area A again. Cursor down to highlight "Text" and press Return. A list of fonts (see page 23 of this manual for examples) appears in Area C. Highlight "Block" and press Return.



Type: AWARDWARE and press Return.  
(Apple/Atari/Commodore users should press  
the Escape key to get out of the Text mode.)

If you've made a mistake, see "Important Keys" on  
your Reference insert. Back-up and Delete keys are  
explained.

8. We're back in Area A again. Cursor down, "Text" will  
again be highlighted. Press Return. This is the second  
box of text for this particular template. Some templates  
have more text boxes than others. See the actual  
template designs on page 8 of this manual.

Highlight "Block" and press Return. Two lines for  
entering text will appear.

Type: WELCOMES and press Return.  
Type: (Your Name) and press Return. (Apple/Atari/  
Commodore users should press Escape key.)

9. Here we are, back in Area A again. Cursor down to  
highlight "Signature" and press Return. Different  
types of Signature boxes are listed in Area C (refer to  
page 26 for illustrations). Cursor down to "Left Side"  
and press Return. A list of "Seals" will appear (turn  
to page 26 of this manual for a look at the Seals).  
Highlight "Ewe's Great" and press Return.

We have now completed our award. If you would like  
to print this award, cursor right from Area A to Area D  
to highlight "Print" and press Return. Apple/Atari/  
Commodore users should choose F (final) for a darker  
copy, but a longer print time, or D (draft) for a lighter  
copy, but a shorter print time. This will start the printing  
process. The printer data (line segments) will appear on  
screen. For IBM final (darker copies) print-outs, see your  
Reference insert. By selecting to "Print" you have  
automatically saved the award we just created. Only the  
last award printed is saved. If you would like to create  
your own award at this time, cursor down to "Exit" and  
press Return. If you "Exit" before printing, the award  
will NOT be saved.

Now that you've become an expert award maker, the rest  
is easy. On the next few pages are all the features available  
with AwardWare.

## AWARDWARE MAIN MENU

### Printer Setup

Let's start with the AwardWare Main Menu. The Main Menu  
leads you through AwardWare. The first choice in the Main  
Menu is Printer Setup.

See the Reference insert to help you choose the correct  
Printer Setup for your system. **THIS STEP MUST BE  
DONE THE FIRST TIME YOU USE THE PROGRAM**  
Repeat this step **ONLY** if you change printers.

## Create a QuickAward

With a QuickAward, we have already chosen some of the award features for you, to make creating this award quick and easy. QuickAwards have limited feature choices, some

have no choices at all. The number of QuickAwards may vary by computer type because of space limitations. QuickAwards are NOT saved after you have printed them.



AWARD



LICENSE



LETTERHEAD



MEMO



CHECK



TICKET



COUPON



RIBBON



TROPHY



Create Awards and More  
Edit Last Template/Award  
Template Legend

### *Edit Last Template/Award*

After choosing *Create Awards and More* from the Main Menu, a menu appears with "Edit Last Template/Award" already highlighted. By choosing to edit an award you can make changes on the last award printed. This is useful when dedicating multiple awards of the same design to a group of people (such as Mrs. Peabody's Third Grade).

### *Template Legend*

The *Template Legend* explains how the symbols are used on the template designs that follow.

TEMPLATE LEGEND	
	= All the way around
	= Current border ONLY
	= Location of graphic
	= Location of seal
	= Location of signature box
TEXT SIZES	
	= LARGE
	= MEDIUM
	= SMALL



## Create Awards and More Award/License -- Vertical

Create Awards and More has several categories. After choosing a category (for example Award/License), enter the template number. Award/License has many different template designs that are suitable for framing, including vertical, horizontal, 5x7 inch, and 8x10 inch formats. See the Template Legend on page 7 for reference on the following templates.

1

Border

Graphic

L

Signature

2

Border

Graphic

M

M

Signature

3

Border

Graphic

L

Signature

4

Border

Graphic

M

M

Signature

5

Border

Graphic

M

M

Signature



6

Border

Graphic

M

M

M

S

S

Signature

7

Border

L

Graphic

M

M

Signature

8

Border

L

Graphic

M

M

S

Signature

9

Border

L

Graphic

S

S

S

S

Signature

10

Border

L

L

Graphic

M

Signature

11

Border

M

M

Graphic

S

S

Signature

12

Border

M

M

Graphic

S

S

Signature

13

Border

S

M

M

Graphic

Signature



14

Border

M

M

M

Graphic

IS

Signature

15

Border

M

M

M

Graphic

IS

IS

Signature

16

Border

L

L

IS

IS

Graphic

Signature

17

Border

L

M

M

M

M

Signature

18

Border

L

L

IS

L

L

Signature

19

Border

L

IS

IS

L

L

L

Signature

20

Border

L

L

IS

IS

L

L

Signature

21

Border

L

IS

M

M

M

M

Signature





22

Border

US \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

US \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

23

Border

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

24

Border

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

25

Border

US \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

26

Border

US \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

27

Border

M \_\_\_\_\_

M \_\_\_\_\_

M \_\_\_\_\_

M \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

28

Border

L \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature

29

Border

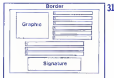
US \_\_\_\_\_

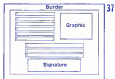
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature





42

Border

L

L

M

M

Signature

43

Border

M

M

M

M

Signature

44

Border

S

S

L

L

S

Signature

45

Border

L

L

Signature

46

Border

L

L

L

L

Signature

47

Border

L

Signature

Horizontal



48

5x7 inch



49



50



51



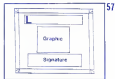
52



53



54



Use these templates to design personalized stationery or to write memos. Make your choice of template design, then choose the number that indicates your border preference. Be aware that some templates have no choices. Refer to the Template Legend on page 7 of this manual.

BORDER	
1.	
2.	
3.	
4.	

- 1 Top Border Only
- 2 Left Border Only
- 3 All 4 Corners
- 4 Bottom Border Only
- 5 No Border

Border	
1.	
2.	
3.	

- 6 Top Border Only  
7 Left Border Only  
8 All 4 Corners  
9 Bottom Border Only  
10 No Border

[illegible]

- 11 Top Border Only
- 12 Left Border Only
- 13 All 4 Corners
- 14 All the Way
- 15 No Border

**Order**

NAME \_\_\_\_\_

AGE \_\_\_\_\_

PHONE \_\_\_\_\_

AD? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Order Info**

- 16 Top Border Only
- 17 Left Border Only
- 18 All 4 Corners
- 19 All the Way
- 20 No Border

[illegible]

- 21 Top Border Only
- 22 Left Border Only
- 23 All 4 Corners
- 24 All the Way
- 25 No Border

# Create Awards and More Checks/Tickets/Coupons

These template designs allow you to express humorous ideas in the form of checks, tickets, and coupons. Some

templates are completed for you. Refer to the Template Legend on page 7 for help.



1

Check template 1: A standard check form with a circular logo on the left, a date field, a pay-to field, a dollar amount field, and a signature line.



2

Check template 2: A standard check form with a rectangular logo on the left, a date field, a pay-to field, a dollar amount field, and a signature line.



5

Coupon template 5: A coupon form with a decorative border, a title "Coupons", and fields for "Good For", "Redeemable", and "See".



3

Ticket template 3: A ticket form with a decorative border, a title "Tickets", and fields for "Name", "Address", "City", "State", "Zip", and "Phone".



Ticket template 3: A ticket form with a decorative border, a title "Tickets", and fields for "Name", "Address", "City", "State", "Zip", and "Phone".



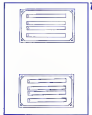
4

Ticket template 4: A ticket form with a decorative border, a title "Tickets", and fields for "Name", "Address", "City", "State", "Zip", and "Phone".



6

Ticket template 6: A ticket form with a decorative border, a title "Tickets", and fields for "Name", "Address", "City", "State", "Zip", and "Phone".



7

Ticket template 7: A ticket form with a decorative border, a title "Tickets", and fields for "Name", "Address", "City", "State", "Zip", and "Phone".



### Create Awards and More Ribbons

With these template designs you can create a variety of prize ribbons (1st, 2nd, 3rd, etc.). Use the Template Legend on page 7 for reference.



### Create Awards and More Miscellaneous

If you're looking for MORE in awards, this is it! With these specially designed templates (signs, trophies, keys, newspapers, etc.) you can acknowledge these important events (baby announcements, car for sale, etc.). See the Template Legend on page 7 for help in filling in these templates.







## Create an AwardDisk

With this feature, you can send an animated disk, that will also print out the award of your choice, to a friend with a compatible computer.

### Apple/Atari/Commodore

Follow the same procedure for creating an award as you did in the Example Award (page 3 of this manual). After printing this award (to save it) make a copy of this program and send it to a friend. Tell them to choose "Edit Last Template" and print the award you created for them.

### IBM and Compatibles

Make sure you have a formatted disk ready for use. If not, exit AwardWare, format a disk (being sure to use a disk that is not important to you), and then restart the AwardWare program to continue.

If you select "Dedicate Last Award", the program will automatically save the last award that was printed (there is a default award) onto the formatted disk that you provided. Please be patient, this procedure takes a few minutes.

If you select "Create New Award", follow the same procedure for creating awards on page 3 of this manual. Instead of choosing "Print", select "Create". Your newly created award will automatically be saved onto the formatted disk that you provided. Please be patient, this process takes a few minutes.

To see and test the AwardDisk you just created, exit AwardWare. Start AwardDisk the same as you would start AwardWare (see the Reference sheet for instructions).

**BE SURE TO COMPLETE PRINTER SETUP FIRST**, then print the award.

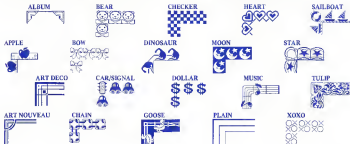
After you have tested the AwardDisk, you may wish to return to *Printer Setup* and change the printer model to your friend's computer setup.

**Borders**

Borders are available in a wide variety of graphic designs. The placement of the border depends on the template design selected. In addition to these graphic borders, there are also text borders. These text borders are created by typing on your computer keyboard sayings like, "Cool Guy!", "I Love Ken", etc. You may choose the placement of the text border from the four sides of the award or any

combination of sides. The order is T (top), B (bottom), L (left), or R (right). The text border will replace borders on all template designs. "New Disk" are designs presently under development.

**NOTE:** Some border designs are not meant to be used on templates with corner borders only.



## Fonts

A list of fonts (type styles) will appear on the screen after choosing the "Text" option when creating an award. After choosing a font, type in your desired text. Make

sure the font chosen fits your template design. Please note that different styles and sizes of letters will vary the spacing of your text.

Block	<i>Italic</i>
Old	English
Roman	<i>Script</i>

## Graphics

Graphics are available in these fun and unique designs. Choose one that expresses the effect you would like to create when designing an award. If you wish to have

no graphic at all, choose "No Graphic". "New Disk" is for future graphic developments. Note that some computers have fewer graphics due to space limitations.



ANIMALS



APPLE



BEAR



BOOK



BUTTERFLY



COMPUTER



DINOSAUR



DOGHOUSE



DOLLAR



FLAG



GOOSE



GRADUATION



HAND



HEART



MATHEMATIC



MONEY BAG



MUSIC



SHOOTING STAR



SPORTS



TEAM SPORTS

## Seals/Signatures

Seals are small graphic designs that can be used two different ways. First, as a small graphic used on many template designs such as checks, trophies, etc.; and Second, as part of the signature box.



BEAR



EWE'S GREAT



RIBBON



STAR



TERRIFIC

You have several "Signature" box choices when creating an award (as shown below). If "Left Side" or "Right Side" is chosen, you will be given a choice of Seals to add that "official" look to your award. If you would rather have a plain signature box, choose "No Seal". "New Desk" is for future developments of AwardWare.

## OFFICIAL TITLE

SIGNATURE _____	
DATE _____	
TITLE _____	

## LEFT SIDE

SIGNATURE _____	
DATE _____	

## RIGHT SIDE

	SIGNATURE _____
	DATE _____

## CENTERED

SIGNATURE _____
DATE _____





1. We suggest that you make a back up copy of the AwardWare program.
2. You must complete Printer Setup as your first step in designing awards. Repeat this step **ONLY** if you change printers.
3. If you have any problems while using the program or printing awards, complete the following checklist:
  - Make sure the printer is turned ON.
  - Make sure the printer is on-line and that all cables and connections are secure.
  - Turn printer OFF, then ON again.
  - Make sure the printer is set for your computer model.
4. If you are not sure that the correct Printer Setup was chosen, try the test for your Printer Setup (see the Reference insert for your computer type). If you are having further problems or your printer is not on the list, please send us your computer type and printer model numbers; the command summary from your printer manual; the printer manufacturer's name and address; and your name, address, and daytime phone number to the Technical Department of Hb Tech

Expressions, Inc. (see address below). We may be able to come up with some answers so that you too can use AwardWare.

5. Try rebooting the system, follow the steps on the Reference insert.
6. Use **ONLY** 8 1/2 x 11 inch printer paper.
7. Boxes within some template designs are **NOT** accessible, we have already filled them in for you.
8. In printing awards, most text will be automatically centered.
9. Be sure your supply of printer paper is aligned in your printer correctly.

#### RE-ORDER INFORMATION

Send \$5.00 for each replacement disk or manual, be sure to specify which disk, computer type, or manual you would like to receive and send a check or money order to the Re-Order Department Hb Tech Expressions, Inc., 1700 N.W. 63 Avenue, Suite 9, Plantation, Florida 33313.



1. Use the specially designed border paper from Hi Tech Expressions to add color and creativity to your awards.
2. See the front photo on the AwardWares package for examples of how we added flair to our awards.
3. Use different colors of printer paper.
4. Try using color markers, crayons, glitter, and ribbons to add pizzazz.
5. Cut out your awards, then paste them to construction paper or mat board, for framing.
6. Don't forget to sign your awards.

### MORE TO COME

Look for the graphics expander disk, currently under development from Hi Tech Expressions. This disk will have a selection of most of those super graphics!



# HI TECH EXPRESSIONS™

**Celebrate Every Occasion On Computer And Make Prices-Down Too!**

Our Hi-Tech Computer Software Store • 4000 West 92nd Street • 3rd Fl. • Minneapolis, MN 55425  
Call: (612) 835-2444 • Fax: (612) 835-2445 • E-Mail: [info@hitech.com](mailto:info@hitech.com)



## AwardWare™

**Designated Print Awards: Certificates, Banners,  
Flyers, Coupons, Checks & More!** \$4.95

- Print traditional certificates, awards, achievement announcements.
- Create custom coupons, flyers, checks, especially necessary as format of any item.
- 20 programs to choose from.
- Create graphics to suit business.
- Downloadable or printed disk option.



## CardWare™

**All Occasions Card Maker and  
Animated Birthday Greeting Disk** \$4.95

- Print out greeting cards for birthdays and other special occasions.
- Download many graphics for creating a truly basic working home animated cards.
- Create your own original designs.
- Enjoy an animated musical birthday greeting.
- Create your own personalized greeting that is unique.



## HeartWare™

**Animated Friendship Greeting Disk and  
Love Note Maker** \$9.95

- Print out greeting cards for wedding, love and appreciation.
- Make them an announcement of graphics like flowers, a wedding, a birthday card, etc.
- Create your own original designs.
- Enjoy an animated musical friendship greeting.
- Create the greeting with another disk for music.



## PartyWare™

**Design & Print Cards, Signs, Posters,  
Banners, Placecards & Placecards** \$4.95

- Print out cards, thank you notes, and greeting cards for parties and other occasions.
- Design your own party decorations, more to follow. Banners, signs, placecards, place and more.
- Create your own musical cards, invitations, or greetings on computer disks.
- Download many special occasion articles and how to make custom banners, invitations, announcements, and other music.

## WareWithAll™

**Designer Paper, Envelopes, Stationery, Markers,  
Disk & Disk Labels To Give Up  
All Your Computer Problems** \$24.95

- Designer stationery, envelopes, 100% "Recycled" "Post-it"™, "Pencil"™, "Post-it"™, "Pencil"™, and other products.
- Be creative with the four color colorless pack of paper and envelopes.
- Create your own letters and cards with the colorless markers and assortment of disks.
- Create your own computer greeting on the high-resolution disk.



## PrinterPaper™

**Perfect For Greeting Cards, Journals, Letters  
& Computer Creations OF ALL Kinds**

**Assorted Print**  
Downloadable paper designs - 100 sheets \$9.95

- Paper
- Paper disk
- Colorless paper
- Paperless
- Downloadable designs - 24 sheets

### Stationery Pack

- Downloadable paper designs - 100 sheets \$9.95
- Downloadable all-in-one stationery
- Stationery
- Downloadable stationery
- Downloadable designs - 24 sheets



## Love Note Maker™

**Assorted and New Designer Paper Bundles** \$24.95

- All about love design paper
- All-in-one stationery
- Downloadable stationery



## AngleDisk™

**Holiday Card Maker & Animated Greeting Disk** \$4.95

- Downloadable
- Downloadable
- Downloadable
- Downloadable
- Downloadable

Available at more than 1000 computer stores and computer retail stores  
Or use the enclosed order form